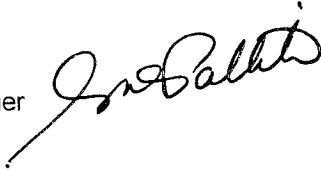


Interim Revision Memo

To: All Staff
From: Andrew Pallito, Commissioner
Re: Home Detention
Date: June 24, 2010



Effective July 1st, 2010, following are changes to current administrative directives as it pertain to offenders on home detention status.

DCF/DOC MOU regarding communication: When the department refers an offender to home detention status; the department staff member will use the guidelines set forth in this memorandum to determine the appropriateness of the offender's placement in the community.

Interim Procedure- Use of Force in the field: Whenever possible, the taking into custody of home detentioner should be conducted at the local field office. If it is not possible to take the defendant in custody at the field office, local law enforcement should be utilized in making the arrest. If force is used in the field, the guidelines in this procedure will be used.

Directive 254.01- Access to Offender Case and Criminal History and Treatment Information: The guidance provided in this directive will be adhered as it pertains to department staff when referring offenders to the court for home detention status.

Directive 251.04-Case Documentation-Electronic: Offenders who are referred and/or supervised under home detention status must have accurate, appropriate, and timely documentation in the electronic case notes. All state and federal guidelines must be followed as indicated in this directive.

Directive 321.01 – Offender Grievance: Offenders that are under home detention status will be afforded the same opportunities to use the grievance system as those who are incarcerated or under other supervision statuses in the field.

Directive 371.01 – Americans with Disabilities Act: Offender who are placed under home detention status have the same rights and opportunities as outlined in the aforementioned directive.

Directive 405.00-Reporting Incidents: Local field offices should follow the prescribed protocol as outline in this directive and apply it to those offenders who are on home detention status.

Directive 407.03-Escape: If the offender under home detention is unable to be located, staff should place the offender on escape in accordance with this administrative directive.

Directive 409.04-Offender Drug Testing: Local field offices should follow the prescribed protocol as outline in this directive and apply it to those offenders who are on home detention status.

Directive 410.02-Violation of FR/CR/PAF: When lodging offender who was on home detention status in a facility, field staff will use the notice of hearing form in accordance with this administrative directive. Offenders on home detention status will be afforded same rights and opportunities under this directive as it pertains to their rights to due process.

Directive 501.01 Victim Notification-Automated and Non-Automated: For offenders on home detention status the booking system will be updated to reflect this status as it pertains to movement and notification of victims.